

STATE OF HAWAII
REQUEST FOR EXEMPTION FROM CHAPTER 103F, HRS

For Your Information:

This form is available in MS Word format at <http://www.hawaii.gov>.

- Select **Procurement of Health and Human Services**
- Select **Forms and Instructions for State Agencies**

STATE OF HAWAII
REQUEST FOR EXEMPTION FROM CHAPTER 103F, HRS

To: Chief Procurement Officer

From:

Department/Division/Agency

Pursuant to § 103F-101(a)(4), HRS, and Chapter 3-141, HAR, the Department requests a procurement exemption to purchase the following:

Title and description of health and human service(s):

Provider Name:	Total Contract Funds:	Term of Contract: From: To:
Provider Address:	Contract Funds per Year (as applicable).	

Explanation describing how procurement by competitive means is either not practicable or not advantageous to the State:

Details of the process or procedure to be followed in selecting the service provider to ensure maximum fair and open competition as practicable:

STATE OF HAWAII
REQUEST FOR EXEMPTION FROM CHAPTER 103F, HRS

A description of the state agency's internal controls and approval requirements for the exempted procurement:

A list of state agency personnel, by position title, who will be involved in the approval process and administration of the contract:

Direct questions to (name & position):

Phone number:

e-mail address:

This exemption should be considered for list of exemptions attached to Chapter 3-141, HAR: Yes ☐ No ☐

I certify that the information provided above is to the best of my knowledge, true and correct.

Department Head Signature

Date

Typed Name

Position Title

Chief Procurement Officer's Comments:

Please ensure adherence to applicable administrative requirements.

☐ Approved ☐ Denied

Chief Procurement Officer

Date

cc: Administrator
State Procurement Office